

**SENECA FALLS POLICE DEPARTMENT  
GENERAL ORDER**

<b>General Order:</b> 305	<b>Rescinds:</b> 07/01/13
<b>Subject:</b> Collective Bargaining	<b>NYS Accreditation:</b> 16.1
<b>Effective Date:</b> 07/09/2015 <b>By Order Of:</b> Stuart W. Peenstra, Chief of Police	

**I. PURPOSE:** The purpose of this order is to define the role of the Town of Seneca Falls Police Department in the Collective Bargaining Process.

**II. BACKGROUND:** The New York State "Taylor Law" provides public employees with the right to collectively bargain for wages, benefits and working conditions. The Town of Seneca Falls recognizes this right and conducts all collective negotiations in accordance with the provisions of the Taylor Law. Negotiating with employee bargaining units is a function of the Town of Seneca Falls and the Town of Seneca Falls Police Public Safety Committee. The Chief of Police is solicited by the Town and the Police Public Safety Committee for input into the process, and acts in an advisory role. All negotiated agreements must be ratified by a vote of the Seneca Falls Town Board and signed into effect by the Town of Seneca Falls Supervisor.

**III. POLICY:** It is the policy of the Town of Seneca Falls and the Town of Seneca Falls Police Public Safety Committee to participate in contract negotiations based on the principle of "good faith" bargaining and in accordance with all applicable laws.

**IV. PROCEDURE:**

**A. RECOGNIZED BARGAINING UNITS**

1. The Town of Seneca Falls Police Benevolent Association (hereinafter referred to as the "PBA") is recognized by the Town of Seneca Falls and the Town of Seneca Falls Public Safety Police Committee (hereinafter referred to as "Employer") as the bargaining unit for sworn members of the department holding the ranks of police officer, police sergeant/investigator, police sergeant and clerk.
2. The "Employer" may recognize other organizations as bargaining units for any members who are not covered by agreements with the "PBA" in accordance with applicable laws.

**B. BARGAINING PROCESS**

1. The Town of Seneca Falls Police Public Safety Committee shall represent the Employer in collective bargaining negotiations pursuant to Article 14 of the Civil Service Law. The Town of Seneca Falls Supervisor shall appoint the members of the Employer's bargaining team.
2. The bargaining team shall conduct negotiations based on the principle of "good faith" and in accordance with the provisions of applicable laws.
3. The Town of Seneca Falls will make a commitment to abide by the ground rules for collective bargaining that arise out of the collective bargaining process or labor arbitration, this in accordance with the New York State Taylor Law.
4. Agreements reached by the bargaining team are subject to approval by the Town of Seneca Falls Police Public Safety Committee and the Seneca Falls Town Board. Approved agreements shall be signed into effect by the Town of Seneca Falls Supervisor, Chairman of the Police Public Safety Committee, two members of the SFPBA and a representative of the bargaining unit.

5. The Town of Seneca Falls will make a commitment to abide, in both letter and spirit, by the negotiated labor agreement that has been signed by management, labor representatives, and ratified by the bargaining unit.

**C. DUTIES OF THE CHIEF OF POLICE**

1. The Chief of Police shall act in an advisory capacity to the "Employer" during negotiations with employee bargaining units and shall provide input as to the impact of any proposed agreements upon department operations.

2. When agreements have been reached between the "Employer" and a bargaining unit, the Chief of Police shall:

a. Disseminate copies of the signed agreement to all affected personnel.

b. Review and amend those administrative directives necessary to ensure compliance with the agreement.

c. Inform all supervisory and command personnel of the agreement affecting personnel under their supervision.

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